

**Your Document Number (same as in header)**

**Defense Information Infrastructure (DII)**

**Common Operating Environment (COE)**

**Software Version Description (SVD) for  
(name and version of software/segment)**

**Document Version (if applicable)**

**Date**

**Prepared for:**

**Defense Information Systems Agency**

**Prepared by:**

**Your Company Name  
and Address**



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## Notes on Using the Template

1. Refer to Section 3.1 and 3.2 of the *DII COE Developer Documentation Requirements* for format requirements and guidelines for using the templates.
2. This template has been formatted for a small document (12 pages or less) and double-sided reproduction. Section headings are left adjusted (refer to Section 3.1.4 item 4 of the *DII COE Developer Documentation Requirements*) and are not required to begin on a new odd page.

### 1. Scope

#### 1.1 Identification

This paragraph shall contain a full identification of the system and the software. It must provide the name(s), title(s), abbreviation(s), version number(s), and the release number(s). Identification must include:

**Segment Name:** Common name or Product name identification. Identify if this is a GOTS, COTS, Freeware or Shareware product.

**Version Number(s):** Provide product version number and COE version number, as applicable.

**Platform(s):** Specific hardware and operating system use or applicability.

#### 1.2 System Overview

This paragraph shall provide a brief description of the general nature, purpose, and function of the system and software. Include references to other sources of information. For example:

**Purpose:** Purpose of the segment (i.e., what functionality and features are provided).

**Usage:** When and how is the segment to be used.

**References:** Provide reference information regarding product details. List publications and other sources of technical support, training, and on-line support (e.g., Internet and Web Sites), when available. Provide sources for publications, point of contact (POC), agents or service/support centers, as applicable.

## 1.3 Product Information

Provide the following information:

<b>Product Qualification</b>	Provide product qualification and date the qualification was issued above. State the type of acceptance, including testing, certification, conformance assessment or interoperability applicable to the product type.
<b>Product Restrictions:</b>	Identify the licenses in effect or required for use and the constraints imposed. List all applicable licensing, patent, trademark and/or copyright restrictions for the described segment. Also provide restrictions for Shareware and Freeware products, when applicable.
<b>Product Dependencies:</b>	Identify all dependencies for the product segment. Provide implementation constraints and limitations on system configuration or other information required for the implementation and operation of the software or system.

## 2. Referenced Documents

Provide a list of documents referenced in this document. List each document by document number, title, version/revision, and date. Identify the source for all documents not available through the Government.

## 3. Version Description

### 3.1 Inventory of materials released

List all physical media (i.e., tapes, diskettes, CDs, listings, and all documentation) that make up the software version being released. Provide for each list item identifying numbers, titles, abbreviations, dates, version numbers, release numbers, and other information, as applicable. Include applicable security, privacy, trademark and licensing considerations for these items, with safeguards for handling the media.

**NOTE:** Also identify all documentation pertinent to the software/segment but not listed as part of the delivery.

### **3.2 Inventory of Software Contents**

List by identify names and numbers, titles, abbreviations, dates, version numbers and release numbers, as applicable, all computer libraries and files that make up the software being released. Include any security and privacy concerns.

### **3.3 Changes Installed**

This section does not apply to initial software releases. Provide a list of all changes, enhancements, and fixes incorporated into the software version since the previous version. Changes must be grouped and separated by change classes (Class I/Class II), if applicable. Identify all known anomalies, problem reports, change proposals, and change notices associated with each change or fix. Identify the effects, if any, of each change on system operations and on interfaces with other hardware and software.

### **3.4 Waivers**

Provide information regarding waivers associated with this system/software. List all approved waivers including documentation waivers. For COTS products also include waivers associated with product licensing and /or product distribution and use.

### **3.5 Adaptation Data**

Identify or reference all unique-to-site data contained in the software version. For software versions after the first, describe changes made to the adaptation data.

### **3.6 Installation Instructions**

Provide a reference to the Installation Procedures (IP) document which contains the applicable instructions. Identify the document number, title, version/revision, and date, as applicable. Identify the RAM and hard disk space required by the software/segment.

### **3.7 Possible Problems and Known Errors**

Identify (list) any possible problems and all known errors with the software at the time of the release. Include any actions being taken to resolve the problems or errors. Provide instructions for recognizing, avoiding, correcting or handling (work-around) each problem or error.

## **4. Notes**

Provide general information to assist in the understanding of this document. May include a list of acronyms and abbreviations, and a list of terms and definitions.

## **A. Appendices**

Appendices may be used to provide additional information published separately for convenience in document maintenance. The appendices shall be referenced in the main body of the document, where applicable.